

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

Minutes of the regular meeting of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Friday, February 17, 2015 at 7:30 A.M., in meeting room 4-C located on the fourth floor of the Administration Building.

HR COMMITTEE MEMBERS PRESENT: Marsik; Duchac; Frohling; Greshay; and Schmidt.

ALSO PRESENT: Joseph Rains, Human Resources Director; Director; Kelly Henning, Human Resources Assistant II; Angela Zilliox, Human Resources Specialist; John Corey, Corporation Counsel; Karen Gibson, County Clerk; Chief Deputy Scott Smith.

Meeting called to order by Marsik at 9:00 a.m.

Roll call was taken. All members present.

Rains verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Greshay to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Duchac. Motion carried.

Marsik asked if anyone present had any public comments. None.

There is a change to the Minutes of February 12, 2015 concerning the recommendation to the County Board to approve the tentative agreement reached with the Sworn Union, Local 1323-B. The committee member who seconded the motion was Duchac and not Greshay.

Motion by Schmidt to approve the minutes of the February 12, 2015 regular meeting of the Human Resources and Labor Negotiations Committee as corrected. Second by Duchac to approve the minutes. Motion carried.

John Corey, Corporation Counsel explained what would need to take place in order for Resolution 14-73 to be considered by the County Board before Resolution 14-72. Chairman Kottke will make a request to go out of order thereby considering Resolution 14-73 before 14-72.

The next agenda item involved a discussion regarding Dodge County's compensation plan for non-represented employees. Schmidt remarked that he felt the Committee should consider a uniform approach regarding an issue of difficulty hiring for certain positions due to the entry level wages for those positions. It was noted that we have used three unique approaches to address issues to date, however for the vast majority of positions we have not experienced difficulty in hiring. It was the consensus of the Committee that, at this time, we would continue to evaluate each issue on its merits and determine a course of action.

Rains explained two Personnel Requisitions, one for a full time Account Clerk II – LTE and one for a Utility II/Truck Driver. Motion by Greshay to approve the personnel requisitions as presented. Second by Frohling. Motion carried.

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Rains explained the request for a County Provided Medical Leave of Absence for an employee of the Human Services & Health Department, who has a serious health condition. It was stated that this employee has not been employed with the County for at least one (1) year and therefore, does not qualify under the Family/Medical Leave Act.

Judith M. Wiese, Human Services & Health Department, Intermittent 01-30-15 to 03-31-15, Medical for Self, County Provided Medical LOA.

Motion by Schmidt to approve the Leave of Absence as presented. Second by Duchac.
Motion carried.

The Committee reviewed the Salary, Wage, and Status changes as presented.

NEW HIRE: Emily E. Kotecki, Psychiatric Therapist II – Outpatient, Human Services & Health Department, \$26.29, Pay Grade DC09, Step ST01, Start Date: 02-16-15; Amy K. Wondra, Counselor III – AODA, Human Services & Health Department, \$23.08, Pay Grade DC07, Step ST02, Start Date: 02-11-15; Eugene F. Riha, Database Administrator, Information Technology Department, \$30.14, Pay Grade DC11, ST01, Start Date: 02-23-15. LIMITED TERM/SEASONAL: Daniel D. Schultz, Park Caretaker – Astico, Seasonal Re-hire, Land Resources & Parks Department, \$11.34, Pay Grade MSC06, Step 03Y3, Start Date: 02-09-15. RECLASSIFICATION: Derek H. Marquardt, Equipment Operator – West, Highway Department, \$21.77, Pay Grade DC05, Step S07B, Effective: 01-30-15; Lisa L. Grycowski, HS Supervisor – CPS On-going, Human Services & Health Department, \$28.21, Pay Grade DC10, Step ST01, Effective: 02-09-15; Kaylin J. Reeb, Psychiatric Therapist II – Clinical Services Intake, Human Services & Health Department, \$26.29, Pay Grade DC09, Step ST01, Effective: 02-02-15. STEP INCREASE: Jodie M. Miller, Judicial Assistant, Circuit Court Department, \$19.52, Pay Grade DC04, Step S07B, Effective: 01-23-15; Michael G. Baskfield, Counselor III, Human Services & Health Department, \$27.56, Pay Grade DC07, Step S09B, Effective: 02-26-15; Barbara J. Cross, Senior Social Worker, Human Services & Health Department, \$29.23, Pay Grade DC08, Step S08B, Effective: 02-07-15; Rhonda S. Hundt, Sr. Social Worker – Juvenile Court Intake, Human Services & Health Department, \$29.58, Pay Grade DC08, Step S09A, Effective: 02-08-15; Kenneth P. Kamps, Division Manager Fiscal & Support, Human Services & Health Department, \$38.98, Pay Grade DC14, Step ST03, Effective: 01-29-15; Scott D. Buckner, Jail Program Specialist, Sheriff's Department – Jail Division, \$25.47, Pay Grade DC05, Step S14A, Effective: 02-05-15; Jeramy R. Grossman, Communications Officer, Sheriff's Department – Communications Division, \$25.74, Pay Grade DC05, Step S14B, Effective: 02-13-15; Jason D. Hundt, Jail Supervisor, Sheriff's Department – Jail Division, \$30.28, Pay Grade DC08, S10A, Effective: 02-01-15; Peter S. Kaczmariski, Communications Officer, Sheriff's Department- Communications Division, \$25.49, Pay Grade DC05, Step S14B, Effective: 01-05-15; Thomas H. Polsin, Deputy Jail Administrator, Sheriff's Department - Jail Division, \$35.46, Pay Grade DC10, Step S10B, Effective: 02-17-15; David J. Zirbel, Communications Sergeant, Sheriff's Department- Communications Division, \$28.13, Pay Grade DC07, Step S10A, Effective: 01-25-15

The Committee reviewed the Orientation Period Reports as presented.

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Committee Member Reports: Marsik asked Rains about an email from County Board Member Janice Bobholz concerning a report about performance reviews conducted in 2014. After discussion, Rains explained he will try to update the report in question, but that it may take some time to complete as not all of the information is in one place and the fact that there are other pressing matters needing his attention at this time.

HR Director's Report:

- a) Disciplinary Actions: Rains informed the Committee that an employee of the Sheriff's Department received a disciplinary letter in lieu of suspension.
- b) Grievances and Arbitrations: Rains updated the Committee regarding the Impartial Hearing of a Clearview employee who was terminated. The Impartial Hearing Officer released a decision which upheld the action taken by the County. A short question and answer period followed

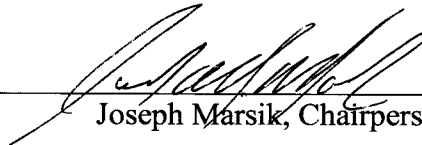
Future Agenda Items: None.

Future Meeting Dates and Times

The Human Resources and Labor Negotiations Committee meeting previously scheduled for Tuesday, March 3, 2015 at 9:00 a.m. is rescheduled for **Monday, March 2, 2015 at 10:30 a.m.** followed by a regular meeting on **Tuesday, March 17, 2015 at 9:00 a.m.**, both of which will be held in room 4C of the Administration Building.

Meeting adjourned by order of the Chair at 10:52 a.m.


Richard Greshay, Secretary


Joseph Marsik, Chairperson

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.